

**Pre-RFP Informational Session
Indiana State Department of Health
Consulting Services**

The Indiana State Department of Health will be hosting a Pre-RFP Informational Session on:

October 30th, 2006
3:00 PM – 4:30 PM, ET
Indiana State Department of Health – 8th floor training room
2 North Meridian Street
Indianapolis, IN 46204

- I. Introductions
- II. Discussion of Request for Proposal (RFP) process by Indiana Department of Administration
- III. Discussion of Minority and Women's Business Enterprise Requirements
- IV. Description of RFP:

The threat of a pandemic influenza requires extensive planning and coordination among response agencies and community partners. Due to the potential for large infection and mortality rates, public health departments and health care providers will need to assemble both medically trained and non-medically trained volunteers. Volunteers will be essential for providing adequate care, support, and resources in every community. The vendor will provide volunteer management strategies, tools, and training modules in an effort to integrate individuals in a systematic manner into the public health and emergency response infrastructure. Vendor will conduct a needs assessment; identify volunteer roles, skill sets, and training needs; and develop training modules to address those needs. Vendor will also provide strategies for recruitment and retention of volunteers.

- V. Questions and Answers Session

Additional Information
IDOA PROCUREMENT LINKS AND NUMBERS

www.in.gov/idoa/proc
1-877-77BUYIN (8946) For Vendor Registration Questions
buyindianainvest@idoa.in.gov For Inquiries Regarding Substantial Indiana Economic Impact

- A. www.BuyIndiana.IN.gov
Link to the developing “one stop shop” for vendor registry with IDOA and Secretary of State, MWBE business loop up, etc.
- B. Secretary of State of Indiana
Can be reached at (317) 232-6576 for registration assistance. www.in.gov/sos
- C. Indiana Economic Impact Form
Online version available at www.in.gov/idoa/proc (drag down page to “Indiana Economic Impact” link)
- D. Minority and Women Owned Business Enterprises
www.in.gov/idoa/minority for more information www.BuyIndiana.IN.gov for table of IDOA certified MBEs and WBEs.
- E. RFP posting and updates
Go to www.in.gov/idoa/proc (select “current Solicitation Opportunities” link)
Drag through table until you find desired RFP/RFI number on left-hand side and click the link.
- F. Information Technology (IT) Standards and Policies
Go to <http://www.in.gov/iot/architecture/> (select Architecture and then click on Standards and then on Policies)